



# NEW MEXICO CORRECTIONS DEPARTMENT

Interim Cabinet Secretary  
Alisha Tafoya Lucero

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## GARA BUILDING TRAINING

### **Initial Volunteer Training for New Volunteers Only:**

All new volunteers and/or volunteers who have not attended a face-to-face volunteer training prior to December 31, 2018, **must complete an initial volunteer application and submit it at least fourteen (14) days prior to the training date for processing and approval.** Only those volunteers who have been approved can attend the training and receive an ID card/badge. Please submit completed applications to [Leticia.chavez-paul@state.nm.us](mailto:Leticia.chavez-paul@state.nm.us). Additionally, you must have received either an email or phone call from Leticia Chavez-Paulette to attend the below trainings.

**NEW volunteers are REQUIRED TO attend your first face-to-face training at the facility where you will primarily volunteer. If that is a great inconvenience or there is not a training date/time that fits your schedule, sign up for training at the GARA Building.**

### **Initial Volunteer Training:**

February 22, 2020	9:00 am - 12:00 pm
May 2, 2020	9:00 am - 12:00 pm
August 15, 2020	9:00 am - 12:00 pm
November 7, 2020	9:00 am - 12:00 pm

### **ID Card Sessions:**

Volunteers who have attended a face-to-face volunteer training after December 31, 2018, please submit a renewal volunteer application. Renewal applications must be submitted at least fourteen (14) days prior attending the ID session listed below. Only those volunteers who have completed their renewal packets and are approved can attend the sessions for issuance of ID cards. You must have received an email or phone call from Leticia Chavez-Paulette to obtain your ID card. Additionally, renewal Volunteer ID cards will only be issued for volunteers whose current ID card was lost, expired, and/or you were never issued one.

### **ID Card Sessions:**

February 22, 2020	9:00 am - 12:00 pm
May 2, 2020	9:00 am - 12:00 pm
August 15, 2020	9:00 am - 12:00 pm
November 7, 2020	9:00 am - 12:00 pm

### **The location for the above listed Volunteer Trainings and ID Card Session will be at:**

Charles Gara Public Safety Center, 3<sup>rd</sup> Floor Training Room  
615 1<sup>st</sup> Street, NW  
Albuquerque, NM 87102

For any questions, please contact Leticia Chavez-Paulette,  
Coordinator of Volunteer and Faith-based Services at [Leticia.Chavez-Paul@state.nm.us](mailto:Leticia.Chavez-Paul@state.nm.us), or 505-470-1380.